



Minutes NV COMMUNICATIONS STEERING COMMITTEE

DATE	August 15, 2006
TIME	1:30 PM
LOCATION	401 South Carson – Carson City 555 East Washington – Las Vegas
RECORDER	Maggie Thorne

ATTENDANCE

Carson City Members	Present	Las Vegas Members	Present
Terry Savage, Co-Chair, DoIT	✓	Jack Staley, Co-Chair, LV Water Dist.	✓
Robert Chisel, NDOT		Dennis Cobb, LV Metro Police	✓
Neil Harris, Elko Cty Sheriff's Office		Anthony DeMeo, Nye County	
Mark Foxen, NV Health Division	✓	Lester Lewis, Clark County	✓
Kay Scherer, Dept of CNR		Ronda Hornbeck, Lincoln Cty	
Major Bob Wideman, DPS		Louis Amell, City of LV Fire Dept	✓
Adam Garcia, Police, UNR	✓	Vacant, US Secret Service	
Jake Conely, Sparks Fire Dept	✓	Theodore Quasula, LV Paiute Tribe	
Dan Newell, City of Yerington	✓	Brett Primas, LV Metro Police	✓
James Johns, Reno Police Dept		Bob Fisher, NV Broadcasters Assn.	
Chris Lake, NV Hospital Association	✓		
Dan Holler, Douglas County	✓		
Pete Menicucci, NV Nat'l Guard			

Staff

Name	Present	Name	Present
Dave McTeer, Administration	✓	Glade Myler, Legal Counsel	✓
Maggie Thorne, DoIT	✓		

I. CALL TO ORDER

Terry Savage called the meeting to order at 1:30 pm.

II ROLL CALL/MINUTES

Maggie Thorne conducted the roll call. Present: 12 members, Absent: 10.

No action was taken on the minutes

IV. GRANT PROCESS REPORT

Frank Siracusa, Administrator, Emergency Management Division, presented an overview of the process of submitting grant applications that changed from prior years. The process is competitive. Nevada has to compete with all other states for money. No longer were grants going to be issued to local governments or entities within those local governments or state agencies. The State then would have to submit to the Federal government an investment justification (IJ) on how Nevada would meet our particular criteria and how we would identify shortfalls and fix those gaps. It required putting together a core group throughout the State that included local governments, private

sector, various disciplines, etc and that group developed Nevada's enhancement plan and investment justifications (IJs). One of those investment justifications (IJs) was the interoperability communications. That justification was the number one priority submitted to the Feds. DoIT is the lead agency for the interoperability communications justification and DoIT will now be working with all those other partners from that core group to complete what they established to complete in the 2-year performance period for the '06 grant dollars.

Jake Conely asked if the process (that Frank just discussed) was written anywhere. Kamala Carmazzi, Deputy Administrator, Emergency Management Division, said that the process with the working group was not in written form, but that the requirements of the grant are contained in the FFY06 Homeland Security Grant Program guidance. A copy of that can be obtained.

Kamala presented the next steps for allocating the grant money, explaining where we are now and where we go...

"At this particular point in time we have a total of 12 investment justifications (IJs). I will explain the 12th one – the metropolitan medical responses (MMRs) was required. Each one of the investment justifications (IJs) have a project or program leader that will take the lead on each project/program, with the exception of MMRs, that are statewide initiatives. We had to identify who the primary sub-grantee would be under the Division of Emergency Management and that was identified by way of the very different agencies involved and identified as the project leaders. However the one that is going to be dealing specifically with the interoperability communications is going to become a little more complicated in the fact that program guidance required us to continue to maintain an 80/20 split. 80% mandated to go to local government with a maximum up to 20% going to State Government. The IJ relating to Interoperable communications is the single IJ that by sub granting funds to the Department of Information Technology will throw us over that threshold, so what where are looking to do is develop a inter-local agreement (which under Federal guidelines we need to refer as a MOU – Memorandum of Understanding) that will be signed between Division of Emergency Management, the participatory agencies and all local governments and by meeting that requirement we will meet the 80/20 split. Right now, the Interoperable communication IJ is looking at three (3) different sources of funding – the State Homeland Security Program, The Urban Area Security Initiative and the Law Enforcement Terrorism Prevention Program. The first and the last are not of an issue relative to specific sub grants to Clark County, however UASI is, the Urban Area. That grant must be sub granted in full to the urban area, so there will be an agreement between the Dept of Information, inclusive of the NCSC, with Clark County as well. At that point what DEM will do is sub grant that portion of the funding to the urban area or Clark County Emergency Management, who is the Urban Area Administrator, and the remaining funds will be sub granted directly to Terry Savage at the Dept of Information Technology. From there, in my conversations with Mark prior to his departure, it is my understanding for the purposes of purchases, we will probably sub award the funds to the Department of Administration who will be responsible for the purchasing process in those items involved under the IJ. The IJ was not funded in full. This IJ was in the ballpark of \$26M and it was funded with a little over \$6M. What that means to all of you, this is funding cycle 1 of a 3-5 year period. So we have the subsequent 4 years to come back to obtain funding sources elsewhere or go back to the Grant Funding Program through the next funding cycle (2007) and basically go back to apply more funds received by the State to this particular IJ. Right now there are no guarantees either way as a result of the process since the 8 target areas were expanded to 12 and we've been told (though not in writing) that they are going to increase the

ones that are mandated – so it's going to throw a few more elements into the process during the next funding cycle.

Frank Siracusa mentioned that the Commission is looking at a bill draft this next coming session for additional general fund dollars to complete the (interoperability) project. Nevada's application to the Federal Government compared to all others submitted throughout the United States scored in the top 25% of all the applications submitted. In the top two IJ (Interoperability and TEWs) Nevada scored in the top 15% of 557 IJs submitted nationwide. So we did well competing against the other states.

Glade Myler mentioned that he and Kamala are in the process of reviewing Mark Blomstrom's Scope of Work that he submitted to them prior to retiring from the State. Once reviewed a copy will be returned to DoIT. Terry asked when that needed to be completed (1st of September?) – and Kamala replied "relative to the 60 day requirement of obligation of funds".

Dave McTeer, Dept of Administration, asked whether the work program that has been submitted to the Budget Office for the Sept 12 IFC agenda, include this interoperability.

Kamala said the administrative costs go into three different directions. A portion of staff will be funded under DEM for the financial program and administrative management of the grants. It also provides funding to the Office of Homeland Security and the State of Nevada will enter into another agreement with Clark County who will provide a portion of their administrative funds so that we can hire a firm for program management that will oversee all 12 justifications, since neither DEM nor Clark County have the staff that is required for all these IJ's and the reporting requirements. Fiscal Management of the Grants will remain in DEM. What we are looking at with this program management firm is basically a body that can oversee the implementation and activities relative to the program side only of these 12 investment justifications (IJs) and then this management firm will provide reports back to us as we are required to report back to the Federal Government on the progress relative to each IJ. Terry asked if the Firm would be doing on the ground project management or more of an oversight? Kamala said at this point she wasn't exactly clear on what all the requirements would be, but a meeting is going to be pulled together with all the team leaders (down south) relatively soon to discuss options and decide what will work best for every body. This way all will be on the same page in the implementation of their projects. The group will also decide how we track things and how we will come back together at the completion of the portion of the project that are funded, so everyone has an understanding of where we are leaving off at the end of the FFY06 funding cycle and how we are going to report back in on those items that we want to see funded in the next cycle. This will be an ever-evolving process for every body. If project management funds were built into specific IJs – that's okay and can be used for that purpose. The Project Management Firm will be an overarching umbrella and act as a go-between with each justification and project leader.

Kamala also added that the overarching program management team that will be involved in this can also be of assistance to this body from the stand point they can provide you with a progress report on how your specific IJ is tying with others. Terry felt that would be helpful and said NCSC could have a standing item on the agenda for that purpose on a regular basis. Kamala asked Glade to make note of that and Glade agreed. Jake asked if there was more of a breakdown (other than what was in the minutes of NCSC) on the radios such as where they are going to be located, the gateways, that kind of stuff. Terry said that first the order will be taken chronologically, so engineering will go first and will define the equipment, gateways and such and that is to be determined.

Kamala added the one thing that will be required from the Commission on Homeland Security would be progress reports from the actual project leaders, so leaders need to follow the Commission to keep up with the progress on the IJs.

V. PUBLIC COMMENT

Terry mentioned that he has lost 3 out of 4 of his executive staff at DoIT. He reported that he has filled the Chief Information Officer position with Jim Elste from Massachusetts Dept of Health and Human Services, as their CIO. He starts on September 18th. Terry added he would be announcing Mark's replacement at the end of next week and interviews for the manager of Planning, Policy and Research would be held September 26.

Dennis said he would send a softcopy to Maggie of the Regional ICALL policy that they are working on in Southern Nevada so she would distribute to all NCSC members. Dennis hoped that in the future NCSC could discuss and support to push this out through the State so everyone has the same model on using ICALL.

Jake Conley mentioned that perhaps a month ago Maggie forwarded to NCSC a list of frequencies for mutual aide type things and there are several frequencies listed for fire that include the three white channels, but also has several VHF that are now available. Jake was wondering if DEM or any other agencies trying to license them statewide so we could put them to use? Since Kamala and Frank had already left the meeting room, Terry said that we could ask them that question. Stu Cronan (Public) said there is probably no rainmaker doing that for the State, so he suggested that Jake contact DEM and birddog that himself and get that going. He didn't feel anyone would be taking the ball and running with it. Terry suggested to Jake to give Frank a call and describe the issue. Dennis Cobb suggested we have the Tech Committee look at it even though as a group they haven't been very active. Terry agreed that NCSC hasn't tasked the Tech Committee with much, but he felt that they would need to be involved with the Grant and engineering process.

VIII. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 2:45 pm.

Minutes are posted on the website at: <http://ncsc.nv.gov/>
Questions Call: 775-684-5859 or email maggiet@doit.nv.gov

Draft minutes submitted by Maggie Thorne, 08/18/06

APPROVED: _____ DATE: _____